4402.1 Contractor Meetings.

- (a) The Panel may require potential contractors as a condition to any further processing of a request for an application, a submitted Panel application and/or a preliminary Panel proposal to attend orientation or other meetings conducted by the Panel for the purpose of familiarizing potential contractors with Panel policies, procedures, regulations, the Panel's enabling legislation and/or other conditions necessary to the successful performance of a Panel contract.
- (b) As a further condition, the Panel may, at its discretion, require the attendance of specific contractor employees identified by the Panel at these mandatory meetings. Any individual agent or agents created by the contractor for the purpose of the Panel contract will not be satisfactory in compliance with the attendance requirements unless so agreed to by the Panel in writing.
- (c) Failure of the contractor to attend an orientation meeting and/or other meeting as specified herein will result in the termination of any Panel work on the contractor's request for application, application or preliminary proposal until such time as the contractor reapplies to the Panel for funding or is granted relief from the failure to attend on conditions approved by the Panel.

Authority: Section 10205(I), Unemployment Insurance Code. Reference: Section 10200, Unemployment Insurance Code.

Effective: December 4, 1997

4403. Coordination with Other Agencies.

The Panel shall coordinate its programs with the local and state entities of the federal Workforce Investment Act of 1998, the office of the Chancellor of the California Community Colleges, the State Department of Education, the Employment Development Department, the Department of Commerce, and joint labor-management training programs. One assistant director appointed by the Governor shall have the responsibility of coordinating the Panel's efforts with other local, state, and federal training programs and educational agencies.

The responsibilities shall include, but are not limited to:

- (a) acting as the liaison between ETP and local, state, or federal training agency;
- (b) assisting in the selection of occupational categories and occupational trends topics during the annual planning of the state-local labor market information program jointly administered by the Employment Development Department and selected participating Workforce Investment Boards; and,
- (c) responding to the referrals made by cooperating state agencies. The panel shall notify the relevant Workforce Investment Board(s) organized under the Federal Workforce Investment Board Act and responsible Area Administrators of the Employment Development Department when an application is received and accepted that proposes to train persons who are unemployed at the start of training.

Authority: Section 10205(m), Unemployment Insurance Code.

Reference: Sections 10200(a)(4); 10200(c); 10204(a),(c); 10205(c); 10214.5,

Unemployment Insurance Code. Title 29, U.S. Code section 794(d).

Effective: April 12, 1991

Amended: September 27, 2005.

4408. California Career Ladders to the 21st Century Training.

- (a) To address the training needs in industries and occupations with demonstrated career advancement opportunities, the Panel may fund projects developed jointly with the Employment Development Department, under California Career Ladders to the 21st Century, to provide workers in low-wage jobs the skills necessary to advance to higher paying jobs in industries with the potential for career advancement opportunities. The industries in which trainees are employed must have previously demonstrated career paths with a clear career advancement structure, and the participating employer(s) must show a long-term commitment to training.
- (b) For purposes of Panel funding, projects developed under this category are subject to the provisions of the Panel's enabling legislation regarding job creation. These projects may be funded under the Panel's regular funding category, pursuant to the Panel's standard statutory and regulatory criteria, subject to the exceptions outlined below. Furthermore, each project shall be funded for no more than \$500,000.
 - (1) The Panel may waive the eligibility provision of §10201(c) of the Unemployment Insurance Code.
 - (2) The Panel may waive the ETP minimum wage requirements, as provided in UI Code Section 10201(f), for frontline workers in projects under this group.
 - (3) The Panel may exempt projects in this group from the limitations imposed on Panel funded literacy training under §4420, up to 100 percent of the total vocational skills training hours per trainee.
 - (4) The 90 day post-training employment retention period for trainees in this group may be completed with up to two participating eligible employers within 120 days, within the same discrete industry, if there is evidence of job security at the end of the retention period. The Panel may, upon a showing of good cause by the contractor, allow for the employment retention period to be completed with three employers, within the same discrete industry.
- (c) Projects being proposed under this category shall include information in the following areas:
 - (1) the occupational category in which a career pattern of advancement exists that is recognized in the trade or industry;
 - (2) the progressive development of job skills associated with a defined set of work processes or tasks which are delivered sequentially in the course of training and employment;
 - (3) the progression of earnings and related benefits; and,
 - (4) identification of the trainees who will receive training in order for the panel to make a determination as to the qualifications of the individuals to be trained or retrained in the skills necessary for career advancement in the relevant industry. This determination shall include a review of the individual trainee's tenure in the position.

- (d) Contractor shall demonstrate that each trainee will advance to a new job with higher earnings, in accordance with the progression of earnings provided by Contractor at the beginning of the Agreement, and increased responsibilities within one year after the completion of each trainee's training. Time-in-grade increases that provide for regular salary increases for satisfactory performance within a job classification without increases in skills do not meet the criteria relative to the progression of earnings. Time-in-grade increases cannot be substituted for a progression of earnings as salary advancement occurs without the formal and concurrent development of skills and abilities. Similarly, cost of living allowances, shift differentials, and salary bonus plans awarded for increased production do not constitute a progression in earnings as specified in this section.
- (e) Each contractor must certify that it will provide a job equivalent for at least one person for each vacancy resulting from a trainee's career advancement.

Authority: Section 10205(m), Unemployment Insurance Code.

Reference: Sections 10200, 10201(c), (f), 10213, Unemployment Insurance Code.

Effective: April 12, 1991

Amended: November 6, 20001

4431. Public Records.

- (a) Requests for public documents shall be made to the panel in writing and shall contain: the name of the requestor; the address and telephone number of the requestor; and, the specific documents being requested.
- (b) Charges for Document Requests
 - (1) A per page photocopying fee shall be charged to all individuals and organizations filing a request for public documents.
 - (2) A reasonable charge for panel staff labor spent copying public information will be assessed.

Authority: Section 10205(k), Unemployment Insurance Code Reference: Section 10205(k), Unemployment Insurance Code

Effective: April 12, 1991